



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Wayne Ward
Position: Director Parks, Recreation and Facilities
Title / Subject: Beaverton Town Hall Elevator Repairs
Date of Report: March 26, 2025
Date of Meeting: April 14, 2025
Report No: 2025-PRF-008

1.0 Issue / Origin

Repairs and maintenance of the current elevator in the Beaverton Town Hall have increased in the past couple of years due to age of the equipment. Currently a new Main Control Panel is needed for this unit to continue to function properly.

2.0 Background

The elevator was installed in 1996 as part of an accessibility upgrade to this building. This was part of several changes including the ramp, accessible washroom and other changes for accessibility purposes.

3.0 Analysis

The elevator has had several issues in the past three years with several incidents of persons being caught in the elevator when it failed to operate properly. These incidents resulted in the Brock Township Fire Department being dispatched to manually lower the elevator car to remove the occupants. When these incidents occur the elevator must be investigated for the reason of the failure by the elevator contractor. This results in the elevator being inaccessible and has resulted in cancellations of rentals and performances by the Beaverton Town Hall Players.

Having had the elevator inspected and serviced over the past three years by Elevator 1, who is the contractor for all of our elevators with the exception of the elevator at the Municipal Administration Building, it has been found that several components including limit switches, control wiring and now the main control board have required replacement.

In order to keep this elevator operational and to maintain this site as accessible this control board will need to be replaced.

As this occurred unexpectedly due to another failure of the elevator this was not included in the 2025 budget submissions. The main control board for this elevator has been quoted at \$8,315 including installation. As we are under contract with Elevator 1 we cannot have another contractor work on this elevator without breaking the contract.

4.0 Related Policies / Procedures

AODA requirements for accessibility.

5.0 Financial / Budget Assessment

The total repair budget for the Beaverton Town Hall for 2025 is \$17,500. This single repair will take approximately one half of the repair budget. As we are just ending the first quarter of 2025 the repairs to this building will exceed the remaining budget amount.

The Public Building Capital reserve fund at year end 2024 had a balance of approximately \$1,489,999. Total withdrawals of \$149,784 was made from the public buildings reserve as part of the 2025 capital budget (and a contribution to reserve of \$165,000), therefore, there are sufficient funds within this reserve to withdraw a further \$8,315 to complete the work required on the elevator.

5.1 Asset Management

Maintaining this elevator will ensure this facility continues to operate in the manner it has been for several years and will ensure that the Township is meeting all AODA requirements for accessibility.

6.0 Climate Change Impacts

There are no climate impacts as this component has no climate controls.

7.0 Communications

This report is being published on a public agenda.

8.0 Conclusion

For the Township to continue to operate the Beaverton Town Hall for all persons including those with mobility and accessibility challenges it is imperative that this elevator receive the necessary parts and maintenance for its continued operation.

By providing additional funding to support this installation the operational budget for the Beaverton Town Hall will not run into a deficit for the budget year of 2025 due to this elevator failure.

9.0 Recommendation

BE IT RESOLVED THAT Council receive report 2025-PRF-008; and

THAT staff be directed to issue a purchase order for the replacement of the main control board for the elevator at the Beaverton Town Hall; and

THAT the Director of Finance be authorized to transfer the funds from the Building Capital Reserve fund for this repair.